

19 NOV 1980

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MEMORANDUM FOR: Deputy Director for National Foreign Assessment  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Administrative Officer, DCI

FROM: William N. Hart  
Acting Deputy Director for Administration

SUBJECT: Funding for Alterations and/or Engineering  
Support; Standard and Executive Furniture

1. Effective immediately, and for the remainder of FY 81, requesting components will be required to fund for all office alterations, renovations, and associated engineering support. In addition, components must also fund requests for all standard and/or executive furniture.

2. These actions are required as a result of severe cuts in the Office of Logistics budget and will pertain until such time as these funds can be restored.


  
William N. Hart

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## Distribution:

- 1 - Ea Addressee
- 2 - DDA
- ✓ 1 - OL Official

Originating Office:

  
Director of Logistics

Date

18 November 1980